

Approved For Release 2000/07/07 : CIA-RDP78-04004R000100070005-5

~~CONFIDENTIAL~~
Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Admin. & Training Staff/SO

DATE: JUL 12 1954

FROM : Chief, Security Control Staff/SO

SUBJECT: Annual Management Improvement Report

REFERENCE: Memo from EO/S to Staff and Division Chiefs dtd 29 June 54 -
Subject as Above

In accordance with the reference there is furnished herewith a report for the Security Control Staff furnishing information as requested by the Chief, Management Staff in his memorandum of 25 June 1954:

SECTION I

Major management problems which are beyond your authority to solve.

None.

SECTION II

Major areas of potential improvement selected for emphasis in Fiscal Year 1955.

is

A constant effort made by this Staff to consistently improve all phases of its Staff work.

SECTION III

Specific action taken during Fiscal Year 1954 to solve major program or operating problems and improve management.

The items cited from a. to o. under paragraph 5. of the memorandum dated 25 June 1954 from the Management Staff are in the opinion of the undersigned addressed to the work being performed by an operating area and are not particularly applicable to a Staff function. Item n., namely, "Policy agreements, which resulted in management improvement", is closest to the work performed by this Staff. However, the criterion set forth is policy agreements as measured against management improvement. While this Staff has taken an active part in evolving a number of policy agreements, it is not possible to evaluate such agreements against work measurement, work load data and production standards.

DOC	11	REV	DATE	22-5-54	BY	006194
CHG	GROUP	31	OP1	31	TYPE	02
JUST				22	NEXT REV	2010 AUTHI HN 70-2

~~CONFIDENTIAL~~

25X1A9a

070005-5